



External Publication of Job Posting

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Job Posting Title

Legal Officer (Codification)

Start Date

17.02.2017

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20.03.2017

Reference Code

OLC 004

Job Title

Legal Officer (Codification)

Organization

The African Union Commission on International Law (AUCIL), established as an advisory organ on International Law of the Union, is charged with promoting the progressive development of the international law in Africa and its codification. The AUCIL further aims to encourage the teaching, study, publication and dissemination of literature on international law in particular the laws of the Union with a view to promoting acceptance of and respect for the principles of international law, the peaceful resolution of conflicts, respect for the Union and recourse to its Organs, when necessary. The Secretariat of the AUCIL is located at the African Union Commission – Office of the Legal Counsel, in Addis Ababa, the capital of Ethiopia.

In seeking to achieve this objective, the African Union intends to strengthen its capacity to perform by, among others, filling all vacant posts.

Department

Post title: Legal Officer (Codification)

Grade: P2

Supervisor: Secretary to African Union Commission on International Law (AUCIL)

Directorate: Secretariat of the AUCIL

Office of the Legal Counsel, African Union Commission

Duty Station: Addis Ababa, Ethiopia

Number of Positions: 1

Tasks

- a. Handle a range of issues related to international law, including the interpretation and application of

constitutive, legislative and other instruments governing the African Union activities and operations, in consultation with Senior Legal Officers;

- b. Conduct extensive legal research and analysis and prepare reports and correspondences;
- c. Draft or assist in drafting instruments of international law, model laws, and other legal instruments,
- d. Undertake basic or extensive review of legal documents, instruments, or other material as well as multimedia content; identifies important issues of international law, similarities, and inconsistencies, etc;
- e. Prepare or assist in the preparation of drafts of background papers, studies, reports, legislative texts and commentaries on those texts, multimedia content, teaching materials in the field of international law, etc;
- f. Prepare or assist in the preparation of lectures, research materials and notes on a wide range of international law issues, including the AU Constitutive Act, resolutions and decisions;
- g. Serve or assist senior colleagues in servicing diplomatic conferences, commissions, committees and other bodies, including preparation of background materials, summaries of issues and views of delegations, meeting reports, etc;
- h. Participate in the Preparation of the publications entrusted to the Secretariat such as the AUCIL Journal, the AUCIL Yearbook, and other publications;
- i. Assist in the preparation of official letters to Governments, international organizations and individuals and of inter-office memoranda including completion of administrative and budgetary forms;
- j. Assist with the preparation of international law seminars and symposia, lecture on various legal issues at such events;
- k. Provide guidance to more junior staff;
- l. Performs other duties as assigned.

Requirements

1. QUALIFICATIONS AND EXPERIENCE

- The minimum qualification for this post is a Bachelor in Law from a recognized University.
- A Post Graduate Degree is highly desirable.
- A minimum of five (5) years of progressive experience in international law, including legal analysis, research is required. Experience in public international law at the national or international level is required. Experience with an international organization is desirable. Experience in production and post-production of multimedia content is desirable.

2. OTHER RELEVANT SKILLS

- Excellent and demonstrated research skills;
- Ability to work within a multicultural environment;
- Computer literacy;
- Analytical skills;
- Excellent drafting and reporting skills;

- Good communication and negotiating skills;
- Good planning and organizational skills.

3. LANGUAGE REQUIREMENT

The African Union working languages are Arabic, English, French and Portuguese. For this position, fluency in English or French (both oral and written) is required. Advanced knowledge (both oral and written) in the second language is highly desirable. Knowledge of Arabic or Portuguese would be an added advantage.

4. TENURE OF APPOINTMENT

The appointment will be made on a regular fixed term contract for a period of three (3) years, of which the first twelve (12) months will be considered as a probationary period. Thereafter, the contract will be for a period of two (2) years renewable, subject to satisfactory performance.

5. GENDER MAINSTREAMING

The AU Commission is an equal opportunity employer and qualified women are strongly encouraged to apply.

6. LEAST REPRESENTED COUNTRIES

Candidates from the following least represented countries at the African Union are encouraged to apply: Angola, Eritrea, Central African Republic, Cape Verde, Comoros, Congo (DRC), Equatorial Guinea, Guinea (Rep), Guinea Bissau, Liberia, Madagascar, Namibia, Sahrawi Arab Republic, Sao Tome and Principe, Seychelles , Somalia and South Sudan.

7. REMUNERATION

Indicative basic salary US\$ 29,287.00 per annum (P2 Step 1) plus other related entitlements e.g. post adjustment (46% of basic salary), housing allowance (US\$ 1 4,414.40 per annum), education allowance (75% of tuition up to a maximum of US\$7,800.00 per dependent child per annum), etc. for internationally recruited staff of the Commission.

8. APPLICATION PROCEDURE

The applications must be made through the AUC E-recruitment Website <http://www.aucareers.org>, not later than 20 March 2017.

Applications are pre-screened by the system according to the published requirements of the job opening on the basis of the information provided in the application. In relation to the requirements of the job opening, applicants must provide complete and accurate information pertaining to their qualifications, including their education, work experience, and language skills. Each applicant must bear in mind that submission of incomplete or inaccurate applications may render that applicant ineligible for consideration for the job opening. Initial screening and evaluation of applications will be conducted on the basis of the information submitted. Applications cannot be amended following submission. Candidates under serious consideration for selection will be subject to a reference-checking process to verify the information provided in the application.

Directorate of Administration and Human Resource Management
African Union Commission
P.O. Box 3243, Addis Ababa (Ethiopia)

Contract Type

Regular (Long Duration)

Employment Fraction

Full-time

Branch

Headquarters